

## The Networker Contributor Guidelines

### The Networker

The "New-Look" Networker is an e-newsletter which covers interesting contemporary and business topics for all our members which can be downloaded or read on-line:

[www.professionalwomensgroup.com/?page=Newsletter](http://www.professionalwomensgroup.com/?page=Newsletter)

### Writing for the PWG Networker

We are extremely grateful to all members who contribute and/or write voluntarily for the Networker.

The Networker Publishing Calendar for 2010 will be week 1 of May, September and December.

Articles have to be submitted **one month in advance of the publishing schedule**, namely:

- For the May issue, the deadline is 31<sup>st</sup> March 2010
- For the September issue, the deadline is 31<sup>st</sup> July 2010
- For the December issue, the deadline is 31<sup>st</sup> October 2010

### Editorial Guidelines

1. The theme of each publication is pre-agreed with PWG Networker Panel members. Writers will receive written instructions from the PWG Editor in terms of title, word limit (where applicable) and if required a brief submission outline.
2. The language for all submissions is British English, for example, Zurich (as opposed to Zürich). For up to date spelling, punctuation and style help, please visit [www.guardian.co.uk/styleguide](http://www.guardian.co.uk/styleguide) and, where appropriate, please be sure to quote all reference sources.
3. The writing style of the PWG Networker is light, friendly and accessible.

**Please Note:** The PWG Networker team reserves the right to edit all submissions for style and length.

For further information or queries, please do not hesitate to e-mail

[editor@professionalwomensgroup.com](mailto:editor@professionalwomensgroup.com)